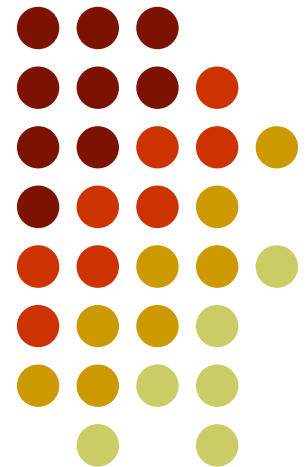


How to Write a Successful Grant Application

Indiana Brownfields Conference
April 11-12, 2006





Types of Available Funding

- Stipulated Assessment Grants
- Stipulated Remediation Grants
- Petroleum Remediation Grants
- Federal Matching Grants
- Low Interest Loans
- Voluntary Remediation Tax Credits

General Application Information



- Each incentive requires a separate application (except Federal Matching Grants – no application required), but the majority of the information is similar, if not, the same
- Application process requires complete, well-written applications submitted by the deadline
- Scoring criteria similar across incentives; emphasis on:
 - Community support and input
 - Redevelopment plan (both economic and community development projects)
 - Amount of funding leveraged with an award
 - Local efforts to redevelop brownfields generally



Ineligible Projects and Applicants

- Site requirements:
 - Must meet the definition of a brownfield
 - Must not present an imminent threat to human health or the environment
 - Must not be the subject of a state (IDEM) or federal (EPA) enforcement action (including pending actions)
- Applicant requirements:
 - Political Subdivision (IC 13-11-2-164(c)), except for VRTC (entity that pays Indiana state taxes)
 - Must not be considered a responsible party for the real or potential contamination being addressed with grant or loan
 - Must not be the subject of a state (IDEM) or federal (EPA) enforcement action (including pending actions)
 - For Federal Matching Grants, must receive EPA brownfield grant

Application Steps – Log In



ddress <https://idfa.bravelo.com/Default.asp> Go Links »

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ifA Log-In PRGI SAGI LILI VRTC Brownfield Home

Application Gateway

LOG-IN

Username:

Password:

Remember Me: ☐ [Login](#)

[\[Send Password \]](#)

Introduction

Welcome to the online application gateway to secure brownfields funding from IFA!

This web page has been designed to actively engage all the stakeholders involved in a brownfield redevelopment project. Community representatives will utilize this online system to create and submit applications for PRGI and SAGI awards. Staff from IFA and IDEM will utilize the system to review applications and to efficiently communicate internally with each other and with applicants. Environmental professionals from around the state will use the system to review project information in preparation for submitting PRGI bids, and also to submit progress reports that document all of their technical activities. Last, but not least, interested persons in communities that receive awards can also use the system to stay informed on the general progress of each local project.

For more information about financial incentives available for your brownfields project, please visit <http://www.idfabrownfields.com>.

Available Funds

SITE ASSESSMENT GRANT INCENTIVE (SAGI)	PETROLEUM REMEDIATION GRANT INCENTIVE (PRGI)
<ul style="list-style-type: none">Funding Round: #22Funding Round Open? NOOpen Date: 1/20/2006Deadline: 3/1/2006 at 5:00 PM LEARN MORE > HERE	<ul style="list-style-type: none">Applications accepted anytime LEARN MORE > HERE
LOW INTEREST LOAN INCENTIVE (LILI)	VOLUNTARY REMEDIATION TAX CREDIT (VRTC)
<ul style="list-style-type: none">Applications accepted anytimeLoan amounts vary; interest rates are 2.5% or 3.0%Pays for the cost of remediation and/or demolition at identified brownfield sites(s) LEARN MORE > HERE	<ul style="list-style-type: none">Applications accepted anytimeMaximum amount of the credit equal to the lesser of 10% of the qualified investment (cost of remediation) or \$100,000Credit given for conducting voluntary remediation at eligible brownfield sites LEARN MORE > HERE

Need Help?


Internet

Application Steps – Creating Log In Information



Address <https://idfa.bravelo.com/prgi.asp> Go Links >>

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 Log-In PRGI SAGI LILI VRTC Brownfield Home

Application Gateway Home / PRGI

PETROLEUM REMEDIATION GRANT INCENTIVE (PRGI)

Introduction

The purpose of the PRGI is very simple: to remediate petroleum contamination at brownfield locations. Grant funding for these remedial activities - up to a maximum of \$250,000 per site, per applicant, per round - is available directly to cities, towns, and counties. Eligible activities include underground storage tank removal, Corrective Action Plan preparation, IDEM-approved remediation, and monitoring. You can review the PRGI Guidelines (in PDF format) by [clicking here](#).

To Log In and Apply

- If you are a **first time** user, [click here](#) to establish a confidential username and password.
- If you established a user account during a previous funding round (including a previous SAGI Round) and want to submit a new application for consideration during the current round, [click here](#) to **begin a new application**.
- If you have already begun an application for the current of funding, [click here](#) to log in and **continue your application**.

Application Deadline

There is no application deadline. Applications are accepted on a rolling basis.

Application Fee

There will be a \$150 application fee. Please send it to the following address:

Indiana Finance Authority
Attn: Sara Westrick Corbin
100 N. Senate Ave, Suite 1275
Indianapolis, IN 46204

Need Help?

If you encounter problems at any time during your application efforts, please consult the available resources listed below:

- **PRGI on-line tutorial**
This PowerPoint presentation will lead you, step-by-step, through the application process. [Click here](#) to begin.


Internet

Application Steps - Selecting a Project



Address <https://idfa.bravelo.com/html/myworkspace.asp> Go Links »

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Indiana Finance Authority

My Workspace

My Workspace Preferences Help Logoff

Customize Search Bravelo User Manual

▲ Test Test's Projects

Name	Number	City	Representative
LILI - Central - Demonstration Site		avon	Darren Jaynes
PRGI - Central - A Round 2 Site	Rd. 2	Carmel	Blake Facey
SAGI - Central - Test site	Rd. 14	Indianapolis	Sara Westrick

▲ New Documents

No new files in the last 14 days.

▲ New Messages

No new messages in the last 14 days.

▲ New File Comments


No new File Comments in the last 14 days.

▲ Calendar Events


No calendar events in the next 30 days.


▲ My Favorite Sites

BitWise Solutions




Indiana Finance Authority





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Application Steps – Working on an Application



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 Indiana Finance Authority


SAGI - Central - Test site


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Uploads SAGI Application Messages Tasks Search


SAGI - Central - Test site (Rd. 14)
1 North Capitol
Indianapolis , IN 46203

Use for demonstration only.

 Indiana Finance Authority




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Application Steps – Working on an Application (con't)



Address https://idfa.bravelo.com/html/IDFA_LILI_Main.asp?Pid=257&I=-999 Go Links

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 **LILI - Central - Demonstration Site**
LILI Application

My Workspace
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Uploads **LILI Application** **Messages** **Tasks** **Search**

Applicant Information **Site Information** **Funding** **Local Involvement** **Local Impact** **Environmental Information** **Loan Forgiveness** **Tanks** **Checklist** **Submit Application**

LILI Application Status

Application Stage → **Review Stage** → **Notification Stage**

To obtain a printable copy of the application, [click here](#)

*** Your application is completed. If you wish to submit your LILI Application to IDFA, [click here](#). ***

Application Steps

- ✓ 1. Applicant Information
- ✓ 2. Site Information
- ✓ 3. Funding
- ✓ 4. Local Involvement
- ✓ 5. Local Impact
- ✓ 6. Environmental Information
- ✓ 7. Loan Forgiveness
- ✓ 8. Tanks
- ✓ 9. Checklist
- ✗ 10. Submit Application

Icon Key
✓: Completed | ✗: NOT Completed


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Application Steps – Entering Information



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 **SAGI - Central - Test site**
Site Information

My Workspace
Preferences
Help
Logoff

Members **Uploads** **SAGI Application** **Messages** **Tasks** **Search**

Applicant Information **Site Information** **Funding** **Local Involvement** **Local Impact** **Environmental Data** **Tanks** **Checklist**

SITE INFORMATION

Site

* Brownfield Site Name:

* Brownfield Site Description:

If the site has another name or nickname, please enter it here:

* Site Address:

* City:

* County:

* Zip:

* Township:

* Owner of the Site:

☐ Applicant is the owner

☐ Private party is the owner

☒ Other (ex: bankruptcy trustee, etc.)

If other, please describe:

Tax Information

* Is the site tax delinquent?: ☒ Yes ☐ No

What is the total amount of county back taxes owed?:

What is the total amount of state back taxes owed?:

What is the total amount of federal back taxes owed?:


How many tax sales has the

Application Steps – Uploading Supporting Information



ddress <https://idfa.bravelo.com/html/ProjectNav.asp?Pid=112&i1=246&i2=929> Go Links »

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Members **Uploads** **SAGI Application** **Messages** **Tasks** **Search**
Site Information **Local Involvement** **Local Impact** **Environmental Data** **Tanks**


Icon Key
View | Download | Comment | Tasks | History | Read Only File

Upload Files

Filename	Description	Author	Posted	Size
select all edit move delete				

Icon Key
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Important Points to Remember



- Be descriptive – don't assume we know anything about your project; we rely on you to tell us the “story”
- Involve your community early and often!
- Include as much information as you can – this includes uploading (attaching) as much documentation of your efforts and your project as is available
 - Newspaper articles, letters of support, artist renderings or schematics of the redevelopment, public meeting minutes, environmental reports (if applicable), etc.
- Be ready to apply – have all your information together before submitting! Projects that are further along will be more likely to be awarded funding



Contact Information

- Michele Oertel, EPA/Community Liaison and Outreach Coordinator
 - (317) 233-2415, moertel@ifa.in.gov
- Sara Westrick Corbin, Financial Resources Coordinator
 - (317) 234-1688, swestrick@ifa.in.gov